

**Fire Marshal's Advisory Board Meeting**  
**Tuesday January 29, 2013**  
**10-2 pm CDT**  
**Department of Public Safety Building – 2<sup>nd</sup> Floor Conference Room**

**In attendance:**

Board Members - Richard Broderick, Michael Harstad, Jim Strain, Rick Gustad  
DPS Fire Marshal's Office - Glenda Marks, Doug Hinkle, Paul Merriman

**Meeting Minutes**

Call to order and roll call – Paul Merriman

Mike Harstad introduced a motion to approve the minutes from the previous meeting. The motion was seconded by Rick Gustad and the minutes were approved.

Paul Merriman and Doug Hinkle provided updates on the Firefighter Essentials Grant Program. A total of 13 applications have been received by the office to date. Jerry Diamond will be meeting with the IASD Board of Directors to finalize a plan to provide matching funds for applicant fire departments. The Independent Insurance Agents of South Dakota have set aside \$10,000 to award grants to volunteer fire departments in 2013.

Paul Merriman briefed the board on the SD Society of Fire Instructors Conference held in Pierre January 12, 13. Approx 75 were in attendance despite the inclement weather, the featured presenter was Scott Carrigan, a full-time company officer and senior staff instructor with the New Hampshire Fire Academy. In addition, Doug Hinkle discussed NIMs 300, 400 course requirements as a question surfaced during the SD Instructors Board business meeting portion of the conference.

Paul Merriman and Doug Hinkle provided updates on drought task force planning efforts. A contractor will be hired to assist the task force in putting together a drought mitigation plan to monitor the effects and limit the impact of drought both short and long term. Jim Strain also briefed the group on the upcoming wildland fire season, they are working on setting up two SEAT plane bases in Nebraska at Chadron and Valentine and would be meeting with Nebraska officials in the near future.

Class A uniforms - Jim Strain researched uniform protocols and reported to the board that it is customary to have dress uniforms in situations where uniforms are required as part of the day to day duties of the office, position, or operation. Board members felt that the Fire Marshal and key staff should have dress uniforms when representing the office at Firefighter funerals, Fallen Firefighter Memorial Service and similar events. Paul Merriman reported that while carrying out office duties such as inspections, and investigations, personnel typically wear some sort of identifying clothing and provide appropriate identification but did not believe there to be a dress code of any type spelled out in dept or office policy. Paul Merriman will follow up on this issue.

The remainder of the meeting was open discussion regarding the 2013 Legislative Session, focusing on several bills of interest. SB 91, SB 128, HB 1151, HB 1194, HB 1195, HB 1191.

The next FMAB Meeting will be held Tuesday April 30, 2013, from 10-2 p.m. at the DPS – Sutherland Building, 2<sup>nd</sup> Floor Conference Room in Pierre.